

MANUAL
FOR
MEN'S RESIDENCE
HALL

Centenary College of Louisiana

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A PERSONAL NOTE

We're glad to have you in the residence halls. Please recognize that this is your home while here on campus. To a great extent, you will get from this living experience just what you put into it.

Centenary expects you to stand for that which is right at all times and at all cost. Please remember that there is no substitute for individual character, integrity and honesty.

This manual has been prepared so that you may know somewhat more clearly what is expected of you as a resident in this hall. Please understand that these standards cover your behavior in the hall of residence but your conduct as a gentleman cannot be restricted to any one area of the campus.

We will expect reasonable conduct from you. In view of this fact, you may expect the same from all of us. We will be fair in our dealings with you.

Although you may find rules in this manual with which you disagree, we will none-the-less expect you to abide by them so long as you are a resident of this hall.

DORMITORY OPERATIONS

Purpose. The purpose of the dormitory is to provide living accommodations for men students while in residence on the Centenary campus. The dormitory is more than a place for sleeping. It should be the center of activity for study, personal living, and group living. It is expected that each resident will make every effort to cooperate at all times with his fellows in an effort to make conditions best for all.

Management. The management of the dormitory is under the supervision of the Dean of Students, and is carried out by the housemother in cooperation with the student advisors.

Cleaning Personnel. The wash basin in your room is cleaned and the waste basket emptied daily by the maid. The hallways and the rest rooms are cleaned daily also. The floor in your room is damp mopped once weekly. The floor in your room is swept daily. The floor in your room is waxed at vacation time. Now, that leaves but little cleaning for you to do.

GENERAL INFORMATION

Cashing Checks. Checks not exceeding \$20.00 may be cashed in the Business Office. The office is open daily, Monday through Friday, 8:00 A. M. to 4:00 P. M.

Protect Your Valuables. Always lock the door to your room whenever you leave the room. You must protect your valuables. Never leave them in view while you are out of the room. Report all losses to the housemother or to the advisor on your floor. Centenary College is not responsible for lost money or valuables.

Furthermore, never take anything even from your best friend's room without his express consent. Do not take for granted that he will understand just because he is a friend.

Room Assignments. Assignments to rooms are made in May and become final when approved by the Dean of Students. Upperclassmen have room priority so long as a preference is indicated in writing prior to the time of assignment. The Dean of Students will request that you indicate a preference in April each year.

Room Changes. Changes of rooms for new students are allowed during the first two weeks of the Fall semester only.

Room Inspection. The rooms are inspected by the advisors and the housemother. There are periodic inspections by the Dean of Students. We use a system of warnings for rooms kept in an unsatisfactory manner. Three warnings result in the option of a fine or suspension from classes. You are expected to make your bed and tidy your desk daily prior to 10:00 A.M. Clothing is to be kept in the closet. Shoes are to be kept in the closet or neatly on the floor under the bed. The door to your closet is to be closed. A warning may be issued for failure to comply with items mentioned in this paragraph. No sign of any description is to be on display in your room. The reference here is made to beer, stop, parking signs, etc.

Room and Other Area Charges. In addition to the regular room rent paid each semester, charges for damages to your room may be assessed against the \$50. room deposit. You are responsible for everything in your room, the door leading into it, the windows, and screens. Any damage, even accidental, should be reported to the housemother immediately.

Damage beyond the normal use to hallways, bathrooms, or lounge or elsewhere, will result in a penalty for each resident, unless the student has enough responsibility to implicate himself. Expense for damage to these areas of the dormitory, even though accidental, should be borne by the student responsible for the damage. It should not be necessary for the college to bear the expense.

"Smallest Fraternity in the World." The publication "Smallest Fraternity" has been made available to all men in the residence hall so that you may better understand your roommate. Please consider it carefully and take it to heart for your self-improvement.

Small Loan Fund. Small loans are made for those who may need to borrow for a short period of time. If you need a small amount of money and wish to borrow from this fund, go to the office of the Dean of Students for assistance. The loan is obtained for a period of from 30 to 60 days and the maximum amount available to an individual student is \$25.00. If extenuating conditions exist, a somewhat larger amount may be borrowed.

Solicitors. Solicitation in the dormitory is expressly forbidden. If anyone from off the campus attempts to sell you anything, report it immediately to the housemother. You need not be bothered by these individuals if you will cooperate by reporting the matter.

SPECIFIC RULES

Bar Bells. At no time are there to be bar bells or any weight-lifting equipment in the dormitory. There is a weight room in the gymnasium.

Basketballs. Basketballs belonging to you may be stored in the lockers in Room 105. They are to be kept there except when you are using them in the gym. They may not be taken to your room at any time.

Bermuda Shorts. Bermuda shorts may be worn in the dormitory and the student center in late afternoon. They may be worn to the cafeteria for the evening meal only Monday through Saturday and to the noon meal on Saturday. When Bermuda shorts are worn they are to be Bermuda length (just above the knees), and with a knit shirt with a collar, or a sport shirt with a collar.

Cursing. The use of profanity is a measure of your inability to express yourself intelligently. Furthermore, there is a lady in the dormitory for whom you should have a greater degree of respect.

Dress. You are expected to dress in good taste at all times.

Drinking. Possession or use of alcoholic beverages is expressly forbidden. Now, this means that you are not to drink on campus nor are you to drink off campus and return to the dormitory. Those who drink in the dormitory or those who drink off campus and return to the dormitory are subject to stringent disciplinary action.

Firearms and Explosives. Do not bring either of these to the residence hall at any time. Possession or use of either will result in disciplinary action.

Furniture. No furniture, including mattresses, may be moved from one room to another.

Gambling. Gambling is just not permitted at all!

Guest Rooms. Guest rooms may be reserved ONLY for parents of students residing in the dormitory and for official guests of the college. The guest rooms may be reserved for two nights only, and the charge is \$4.00 per night for one person, and \$6.00 per night for two persons. Guest accommodations are not intended for children. Requests for reservations are made directly to the housemother.

Hazing. There is to be no hazing of any kind after the suspension of Freshman Rules in mid-October.

Insubordination. All persons in authority are placed there for a very good reason. You should comply with requests made by them. You should always be cooperative. In so doing you contribute toward improving conditions in the hall. Remember we have the best interest of all men at heart.

Intercom. Cooperation and consideration are especially urged in the use of the intercom system. All persons may be heard very plainly and distinctly without yelling, screaming, or turning up the volume. Please, no extended conversations. Remember that the intercom is not a telephone.

Quiet Hours. Quiet hours are in effect Sunday through Thursday from 7:30 P.M. until 7:30 A.M.: on Friday and Saturday after 12 midnight. During quiet hours, there is to be no loitering in the halls. You are not to gather in individual rooms for conferences or "bull sessions." Radios and phonographs must be played at low volume. If you continue to play your radio or phonograph so loudly that the advisor must call it to your attention, you are subject to losing the privilege of having either in your room. The door to your room is to be kept closed.

Studying in the dormitory will be pleasant if this rule is strictly followed. The advisor is responsible for the enforcement of it.

Roof Area. The roof area over the new wing of Rotary may be used for sunbathing. No mattresses or beds may be taken onto the roof area. Please remove beach towels, spreads, or blankets used while sunbathing.

Please do not walk or lie on the roof surface above the old wing of Rotary because of the danger of damage to the roofing surface.

Telephone. The telephone in the main lounge is for the use of all residents. Calls are to be limited to five (5) minutes for the convenience of all. No long-distance calls may be made on this telephone, collect or otherwise.

Through arrangements with the telephone company, residents may have private telephones. The student is billed by the telephone company at the rate of approximately \$5.00 per month. There is a \$25.00 deposit which is refunded after credit has been established.

CAMPUS INFORMATION

Cafeteria. Dormitory residents are expected to conduct themselves as gentlemen in the cafeteria. Your manners, speech, and actions are to be above reproach.

You are to wear a suit or sport jacket and tie to the noon meal on Sundays. No "T" shirts, sweat shirts or gym shorts are to be worn to the cafeteria at any time.

Each resident student is required to purchase a meal ticket. The meal ticket costs \$215.00 per semester. The housemother issues the ticket when you check into the dormitory. Cafeteria meals cost non-dormitory students and guests as follows:

Breakfast	\$.50
Lunch	.85*
Dinner	.75

*Sunday noon \$1.50

Cafeteria serving hours are:

Monday - Friday	Saturday - Sunday
Breakfast 7:15 - 8:15 A.M.	8:00 - 8:45 A.M.
Lunch 11:30 - 1:30 P.M.	12:00 - 1:00 P.M.
Dinner 5:15 - 6:15 P.M.	5:00 - 6:00 P.M.

Health Service. The services of a registered nurse are available to residents of the residence hall. The office is located in East Colonial Hall. The office hours are from 8 - 12 and 1 - 4, Monday - Friday. In case of an emergency, the housemother will reach the nurse for you.

The nurse administers first aid, cares for minor injuries, calls on bed patients in the dormitory, and is responsible for a follow-up on health deficiencies revealed in the physical examination.

You, as a full-time student, are automatically insured, at no additional cost, against accident and accidental death. The insurance is in effect twenty-four hours each day for the nine-month school year. Thus the coverage includes such interim vacations as Christmas and Easter.

The expense of illness or disease requiring hospitalization or the service of a specialist not included in this health service is borne by the student.

Visiting Hours in Women's Residence Halls.

You may call for your date in the Residence Halls for Women as indicated below:

Monday through Thursday	11:00 A. M. until 8:30 P. M. (Freshmen) 11:00 A. M. until 10:30 P. M. (upperclass women taking night out)
Friday and Saturday	11:00 A. M. until 12 midnight 9:00 A. M. until 11:30 P. M.

You are not allowed in the residence section or the kitchen of the Residence Halls for Women, without express permission of the housemother. There is to be no excessive display of affection in the dormitories or on the porches.

Quiet hours are to be observed in all areas of the dormitories and patios. Your cooperation will be appreciated.

Allow your date to make her own registration when checking out of the dormitory. She is aware of her dormitory rules; you may not be.

When a young lady has her privileges restricted, she may not visit with you in the dormitory, cafeteria, or elsewhere.

MISCELLANEOUS

Cars. Freshmen living in the dormitory are not permitted to have a car on campus during the entire year.

Concession Machines. Concession machines are located in Room 105 for your convenience. All mechanical equipment will fail on occasions. If the equipment does not work properly, check with the housemother.

Dormitory Closed. The dormitory is closed during official holidays and between semesters. Please make arrangements for living elsewhere during these times.

Key Deposit. A deposit of \$1.00 is required for issuing a room key. The deposit is refunded when the key is returned.

Laundry Equipment. Laundry equipment is available in Room 105.

Light Bulbs. Light bulbs are issued as needed by the advisor on your floor.

Lounge. The lounge may be used by all residents. You are to dress in good taste while in the lounge area. You should wear a shirt but if you do not, please wear a robe. Do not go to the lounge in pajamas unless you wear a bathrobe.

The television in the lounge is there for your pleasure and relaxation. The "sign off" schedule is:

Sunday through Thursday	10:30 P. M.
Friday and Saturday	12 midnight

When you leave the lounge after a bit of pleasure or relaxation, please be kind enough to leave area clean and tidy.

Moving out of Dormitory. You are to check out of the dormitory with the housemother and the advisor when you move from one room to another or when you leave the

dormitory at the end of a semester or year. Be sure to check out officially. An official check out means that you report to the housemother and the advisor for an inspection of your room. At this time the housemother and the advisor will "clear the slate" or will assess damages depending upon the condition of your room as compared with the condition of the room when you moved into it. If necessary, damages will be assessed at the time you leave the dormitory.

When you leave the dormitory after graduation, you may receive a room deposit refund.

Music Instruments. No music instruments are to be played in the dormitory at any time.

Washing Cars. Cars may be washed on the pavement in front of the dormitory. Soap kills the grass; therefore, please do not use soap powder when washing your car.

ALMA MATER

(Words by James Church Alvord)

Where the sleepy, silver bayou
Gleams among the pines,
Watching o'er the throbbing city
Alma Mater shines.

(Chorus)

Forward, forward, Centenary - -
Time and tide may fail,
But our hearts shall love thee ever - -
Centenary, Hail!

Like a wave the mighty city
Surges 'round thy feet.
Guide it, train it, teach it wisdom,
Alma Mater sweet.

(Chorus)

Green the boughs that rustle 'round thee
On thy stately crest;
Greener is our mem'ry of thee - -
Alma Mater blest.

(Chorus)